



LAND USE PERMIT APPLICATION

File No.: _____
Date: _____
Fee: _____

Incomplete Applications May Not Be Accepted
Process May Be Delayed Pending Submittal of Required Information and Fees

Applicant: _____

Project Name: _____

Site Address: _____ **Property/Parcel ID #:** _____

CONTACT PERSON/AGENT	OWNER OF RECORD
NAME:	NAME:
ADDRESS:	ADDRESS:
CITY/STATE/ZIP:	CITY/STATE/ZIP:
TELEPHONE:	TELEPHONE:
FAX:	FAX:
E-MAIL:	E-MAIL:

ENGINEER/SURVEYOR/ARCHITECT	DEVELOPER
NAME:	NAME:
ADDRESS:	ADDRESS:
CITY/STATE/ZIP:	CITY/STATE/ZIP:
TELEPHONE:	TELEPHONE:
FAX:	FAX:
E-MAIL:	E-MAIL:

Recorded Plat Name of property: _____

Zoning District: _____ **Acreage:** _____

Legal description of property: (use either metes and bounds, or subdivision/block/lot descriptions)

or **PROVIDE LEGAL DESCRIPTION ATTACHMENT**

This **property is located** in **Section** _____ **Township** _____ **Range** _____

The **general location** is: (use appropriate section)

- ☐ Street Address: _____
- ☐ At the _____ (NW, NE, SW, SE) corner of _____ (street) and _____ (street)
- ☐ On the _____ (N, S, E, W) side of _____ (street/avenue)

Current Use of Property: _____

Proposed Use of Property: _____

A **Site Plan** is required with submittal of application to identify necessary mitigation measures and to ensure compliance with City codes. **Review the Site Plan Guide** and **complete a Site Plan Checklist** for submittal.

(Applicant/Authorized Agent Signature)